



SACRAMENTO-SAN JOAQUIN
DELTA CONSERVANCY

3500 Industrial Blvd.
West Sacramento, CA 95691
<http://www.deltaconservancy.ca.gov>

Delegate to the Executive Officer the Authority to Authorize Department of General Services to Sign Lease for Permanent Delta Conservancy Facility in West Sacramento

Requested Action: Delegate to the Executive Officer the authority to authorize the Department of General Services, on behalf of the Delta Conservancy, to sign an 8-year lease (cancelable after 4 years) for a permanent office facility in West Sacramento. Total dollar amount for eight years is \$560,880 (\$259,920 for years 1-4, \$300,960 for years 5-8).

Background:

The Delta Conservancy is temporarily housed at 3500 Industrial Blvd, West Sacramento, CA with the Department of Water Resources (DWR). The current Memorandum of Understanding (MOU) with DWR will expire in June 2012. Office, meeting and storage space at the DWR facility are inadequate for the Conservancy's immediate needs as well as its future needs.

Through appropriate state processes, Delta Conservancy staff have worked with the Department of Finance and the Resources Agency to secure adequate funding for leasing a permanent office facility in West Sacramento. Staff have worked with the Department of General Services (DGS) to secure a facility with adequate office, meeting, and storage space that can accommodate the anticipated growth of the Conservancy over the next few years.

A space has been located at 2945 Ramco Drive in West Sacramento that fits both the space needs and fiscal requirements for the Delta Conservancy. DGS is currently drafting the lease and will be ready to execute it in early October 2011. The anticipated move-in date is April 2012.

The total dollar amount for the 8-year lease is \$560,880 (cancelable after 4 years).

Break-down of annual costs is:

Years 1-2: \$59,280/per year = \$118,560

Years 3-4: \$70,680/per year = \$141,360

Years 5-8: \$75,240/per year = \$300,960

Upon approval by the Conservancy's Board, the Executive Officer will authorize DGS to sign the lease on behalf of the Delta Conservancy.

Meeting Date: September 21, 2011
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Attachments

Exhibit A: Resolution 2011-04

Contact

Campbell Ingram, Executive Officer
Sacramento-San Joaquin Delta Conservancy
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SACRAMENTO-SAN JOAQUIN DELTA CONSERVANCY

RESOLUTION NO. 2011-0004

**A RESOLUTION to Delegate to the Executive Officer the Authority to Authorize
Department of General Services to Sign Lease for Permanent Delta Conservancy
Facility in West Sacramento**

WHEREAS, the Board of the Conservancy has reviewed and discussed the "Delegation of Authority to the Executive Officer to Authorize the Department of General Services to Sign Lease for Permanent Delta Conservancy Facility" at its regularly scheduled Board meeting on September 21, 2011; and

WHEREAS, the Board recognizes the need to delegate authority to the Executive Officer in order to meet an aggressive time line for the Conservancy's facility relocation;

NOW, THEREFORE, BE IT RESOLVED by the Board of the Conservancy that it hereby ADOPTS the "Delegation of Authority to the Executive Officer to Authorize the Department of General Services to Sign Lease for Permanent Delta Conservancy Facility".

CERTIFICATION

The undersigned, Clerk to the Board, does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a regular meeting of the Sacramento-San Joaquin Delta Conservancy Board held on September 21, 2011.

Susan Roberts
Clerk to the Board/Board Liaison

AYES: _____

NAYS: _____

ABSTAINING: _____

ABSENT: _____